

Iowa Grants Enterprise Management System (GEMS)

Legislative Oversight Committee

September 24, 2009

IowaGrants.gov

Electronic Grant Notification Portal and Comprehensive Electronic Grant Management System

IowaGrants.gov is an enterprise project that will simplify the grant identification and application process for state customers and provide a unified grant management approach within state government. The contract vendor is Dulles Technology Partners, Fairfax, Virginia.

The **Grant Notification Portal** assists public and private entities seeking funding through state administered grant programs. State agencies will share a single portal through which potential applicants may search for open solicitations or ongoing grant programs. The goal is for all state agencies to utilize the Portal by June 30, 2010, either through Executive Order or legislation.

The **Comprehensive Electronic Grant Management System** is capable of managing the grant application, selection, award/contracting, monitoring, communications, modification, reporting, close-out, and financial management processes. Departments choose to either utilize the entire system to manage grant programs or pick and choose specific system modules based on the needs of the program. IowaGrants.gov also is capable of awarding and managing contracts, loans and RFP's.

Currently, Iowa's grant-giving state agencies use varying methods for awarding and managing grants, most involving massive paper shuffling, redundancy or use of proprietary non-replicable grant management software. More than 12,000 grants are awarded by state agencies annually. (See Attachment A) IowaGrants.gov will significantly reduce the amount of time agencies spend on the process of awarding and managing grants, resulting in an increased focus on applying for grants, monitoring the status of funded projects and providing technical assistance to grantees.

Implementation

The following IowaGrants.gov core agencies collaborated on the RFP development and are overseeing the implementation process:

- Department of Economic Development
- Department of Education
- Department of Management
- Department of Public Defense, Homeland Security and Emergency Management Division
- Iowa Commission on Volunteer Service
- Office of Drug Control Policy

Several agencies are in various stages of implementing IowaGrants.gov. (See Attachment B)

Fiscal Impact

The paper grant management processes used by most grant-giving agencies are time and labor intensive. IowaGrants.gov will increase administrative efficiencies resulting in enhancements to grant monitoring, technical assistance, customer service and quality of program outcomes. Full implementation is projected to result in a 22% decrease in sub-grant processing time with an estimated annual administrative efficiency savings of \$5.6 million. (See Attachment C)

Project Funding

Pooled Technology Funding

- \$455,000 for FY 2009 and 2010, \$299,361 expended to-date
- \$480,000 requested for FY 2011 through FY 2013. The request includes funding to:
 - Continue customization to meet the needs of state agencies implementing the system,
 - Connect IowaGrants.gov with the I3 Financial System,
 - Provide transparency of state grant information and,
 - Implement MyIowaGrants.gov for use in managing funds received by state agencies.

Technical Assistance

The GEM\$ Technical Assistance Project provides critical needs development and grant identification/grant writing assistance to state agencies.

- Participating departments are assigned a technical assistance consultant to help them identify critical grant seeking priority areas.
- Following the development of grant seeking priorities, the technical assistance consultant is available to work with the agency to:
 - Assist the agency in developing a potential grant project
 - Help identify the appropriate funding sources
 - Provide technical assistance during the grant writing process

The Technical Assistance Project

- Facilitates strategic and action plan development
- Identifies and prioritizes critical needs of the agency
- Strengthens the agency's grant seeking skills

Results to-date

College Student Aid Commission – Awarded \$16M Gear-Up Grant

Corrections – \$510,000 “2nd Chance Act Prisoner Reentry Initiative Grant”, disposition pending

Human Rights – Critical Need, priority development stage

eCivis Grant Research System

The Department of Management entered into a contract with eCivis Grants Network for grant research assistance on November 1, 2007. A survey of state government users of eCivis will be conducted to help determine whether to renew the contract for another year. The current contract expires on October 31, 2009.

Some of the features of this grant research contract are:

- Unlimited number of state government users
- Posting of federal and foundation opportunities that are available to government entities
- Ability to create search agents with email alerts
- News articles regarding the Federal Budget
- Federal budget bill analysis of future funding opportunities
- ARRA analysis, including competitive grant programs resulting from the legislation

Training Opportunities

- Iowa Grant Symposium every two years
- Two-day grant writing training sessions – Two sessions planned for state employees in January and June 2010

GEM\$ Database

Effective July 1, 2008, all grant applications submitted and grant moneys received by a department on behalf of the state are reported to the Office of Grants Enterprise Management. - 2008 Acts, Chapter 1191, Section 26

- The GEM\$ database has been re-configured to accommodate reporting of all grants.

Minority Impact Statement

A Minority Impact Statement must be included with all grant applications submitted to state agencies beginning January 1, 2009. - 2008 Acts, Chapter 1095, Section 3

- All grant-giving agencies are aware of this requirement and are including the Minority Impact Statement form with grant announcements.
- Agencies have been notified that the Minority Impact Statement must be included with an application to be considered for an award.
- The Minority Impact Statement is a required form in IowaGrants.gov.

Attachment A

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**IowaGrants.gov -
Grant Programs Managed and Projects Funded**

Agency	Programs Managed	*Projects Funded
Office of Drug Control Policy	12	95
Iowa Commission on Volunteer Service	1	38
Department of Public Defense - Homeland Security and Emergency Management Division	14	1,200
College Student Aid Commission	5	1,800
Department of Economic Development	15	570
Department of Education	40	3,500
Department of Public Safety	8	350
Attorney General	5	84
Department of Administrative Services	11	65
Department of Cultural Affairs	13	775
Department of Human Rights	5	50
Department of Natural Resources	20	2,000
Department of Public Health	75	1,023
Department of Transportation	11	160
Iowa Finance Authority	3	100
Iowa Workforce Development	Unknown	Unknown
Department of Agriculture	Unknown	Unknown
Department of Corrections	Unknown	Unknown
Department of Human Services	Unknown	Unknown
Department of Inspections and Appeals	Unknown	Unknown
Iowa Civil Rights Commission	Unknown	Unknown
Judicial	Unknown	Unknown
Total	238	11,726

* This column represents an estimate of the number of projects funded. The number of applications received would, in many cases, be much higher.

Data Collected - July 2007

Attachment B

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IowaGrants.gov - Implementation Schedule

Additional agencies/programs will be identified as the implementation progresses

Agency	Program	Prospective Programs	Start-Up	Application Complete	Posted	Reviewed	Awarded	Tracking
Office of Drug Control Policy	Byrne JAG		2/7/2009	X	X	X	X	X
	Coverdell Forensic Science		5/15/2009	X	X	X	X	X
	Project Safe Neighborhood		12/15/2009					
	Meth Hot Spots		10/1/2009					
	Other		10/1/2009					
Education	Homeless Children and Youth		2/15/2009	X	X	X	X	
	Title 2D Technology Grant		10/15/2009					
	Service Learning Grants - review module		11/1/2009					
Public Safety	Sec 406 sTEP Program		6/1/2009	X	X	X		
	Sec 402 Traffic Safety Program		1/1/2010					
	Sec 410 Impaired Driver Program		1/1/2010					
Office of Energy Independence Professional Licensing ICN/DAS Economic Development	Power Fund		7/15/2009	X	X			
	Realtor Education		8/1/2009	X	X			
	ARRA Broadband Funding		9/1/2009	X				
	CDBG		12/1/2009					
Commission on Volunteer Service	Vision Iowa - CAT		11/15/2009					
	Financial Reporting		10/1/2009					
	Pooled Technology		6/1/2010					
Cultural Affairs	Will enter and manage ARRA grants	X						
Agriculture	Interested in tracking grants agency receives - MyWebGrants	X						
Homeland Security and Emergency Management	Performance Grant	X						
Human Rights	Unknown	X						
Natural Resources	Unknown	X						

Attachment C

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IowaGrants.gov - Fiscal Impact

	<u>Tasks</u>	<u>Hours</u>	
		Current	After IowaGrants.gov
	Marketing and publishing the grant opportunity	12	4
	Rollout and training for prospective applicants (per applicant)	12	6
	Create/Design application forms to meet requirements of individual grant awards	40	10
**	Budget Development and Implementation	40	20
	Mailing forms to prospective applicants	16	0
	Receiving and sorting applications	40	10
	Application review & revisions	500	350
	Determine eligibility	40	40
	Create or revise administrative plan	80	80
	Define performance measurements	24	24
	Determine if special conditions are necessary for specific grantees or programs	8	8
	Grant package sent to original funder with assurances, agreements, DUNS Number, detailed budget, etc.	40	20
	Award sub-grants - agreements mailed and signed	40	20
	Set up database to manage the grant program	60	20
	Track communications regarding grants-Grantor & Sub-Grantee	100	10
**	Payments processed - multiple payments for each award	600	450
	Process changes or amendments to the original grant agreement	120	60
	Monitoring, oversight and technical assistance	750	1,500
	Receiving and reviewing quarterly reports	1,000	500
	Final Reports	200	100
	Close-out monitoring - assuring audit compliance	1,000	500
	Close-out of grant	250	120
	* Total Hours	4,972	3,852
Cost analysis of current process: 4,972 hours divided by 90 sub-grants = 55 hours per sub-grant 55 hours per sub-grant x ****\$40 per hour = \$2,200 per sub-grant \$2,200 per sub-grant x 11,700 sub-grants processed annually Cost of processing 11,700 sub-grants = \$25,740,000			
Cost analysis of eGMS process: 3,852 hours divided by 90 sub-grants = 43 hours per sub-grant 43 hours per sub-grant x \$40 per hour = \$1,720 per sub-grant \$1,720 per sub-grant x 11,700 sub-grants processed annually Cost of processing 11,700 sub-grants = \$20,124,000			
Total savings based on 11,700 sub-grants processed annually = \$5,616,000 with a 22% decrease in processing time This is AFTER monitoring, oversight and technical assistance are increased by 100%			

* Total hours represents the time it takes to process 90 sub-grants for one grant program

** The estimate reflects an interface with the I/3 financial system

**** \$40 per hour includes benefits